

Minutes

BOARD MEMBERS PRESENT

Lori Penner
Jeff Yarrow
Richard Cott
Sandy Fox
Terri Parry

OTHER PERSONS PRESENT

Austin Gillard, CEO
Erin Kurtz, CFO
Christi Rice, HR
Dr. John Kelley, CMO

CALL TO ORDER

Lori Penner called the meeting to order at 7:17 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes from December 17, 2024. Motion made by Richard Cott, seconded by Jeff Yarrow, to approve the board minutes from the December 17, 2024 board meeting. Motion carried 4-0.

AGENDA REVIEW

Add: CCFP Holiday Staffing
Recognition of Abuse
Executive Session

OLD BUSINESS

Nothing to add

NEW BUSINESS

- a. Policy Update - Time Off With Pay
Christi Rice reviewed our current Time Off With Pay policy and how it does not address or standardize unpaid leave. Christi reviewed the additional language that needs to be added to the policy to address unpaid leave. After discussion, motion made by Terri Parry, seconded by Richard Cott, to approve the updated Time Off With Pay policy. Motion carried 4-0.
- b. 2025 Budget
Erin Kurtz presented the 2025 Clay County Medical Center budget. Overall, we expect operating revenue to increase three percent, operating expenses to increase two percent, and our income to be very similar to previous years. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the 2025 Clay County Medical Center budget. Motion carried 4-0.
- c. Insurance Update
Austin Gillard reviewed our Property, Auto, Cyber, Employee Professional, General Liability Review, and Medical Provider Professional Liability rates. We saw small increases in most insurance policies. Our property insurance continues to increase around \$10,000 each year. The deductible for wind/hail damage continues to increase and is now \$1,043,238. There are only two property insurance carriers in Kansas that will cover hospitals, Chubb and Travelers.
- d. Retirement Plan Fees
Austin Gillard reviewed our current retirement plan, the assets in the plan by investment group, and the fees paid by plan participants. The plan currently has almost \$6 million in the frozen four percent interest account. The fees paid by the plan are higher due to this guaranteed four percent interest account. We will keep reviewing our retirement plan to make sure the fees are equitable to all plan participants.
- e. CCFP Holiday Staffing
Sandy Fox inquired how our medical provider staffing at CCFP is developed during holiday weeks. Dr. John Kelley explained the TOP process for the medical providers.

f. Recognition of Abuse

Sandy Fox inquired how we detect abuse (intimate partner violence, domestic violence, or anything else the patient wishes to discuss in confidence with a medical provider) in the ER, Lab, Radiology, CCFP, etc. Dr. John Kelley has this as a goal to address in 2025.

AUSTIN GILLARD, CEO

a. General Update

- Meadowlark Hospice has been named a national best practice agency by WellSky for 2024. Overall Satisfaction or Likelihood of Recommending survey questions have put us in the top 25% of WellSky's National Hospice CAHPS database.
- Dr. Wurtz has officially started. Her normal patient schedule will start Monday, January 6, 2025.
- A daycare provider has been selected. She is working on the daycare transition licensure with the State of Kansas. It could still be another 30-45 days. More details to come as they become available.
- We are gathering pricing information on implants for orthopedic procedures.
- Austin Gillard reviewed his 2025 goals (subject to change). Some highlights are listed below:
 - January 2025 - Start billing and collecting United Radiology professional fee
 - January 2025 - Welcome Kristen Manning, FNP-C to the CCMC ER & train on Cerner EMR
 - February 2025 - Finalize the Professional Services Agreements for Associated Urologists, Inspire ENT, and Orthopedic and Sports Medicine Center
 - March 2025 - Finalize and order all FF&E for new CCFP Expansion
 - April 2025 - AI Notes for medical providers via Cerner implemented
 - April 2025 - Finalize ortho implant agreements. Order all FF&E for new total joints program.
 - May 2025 - Hire another midlevel for Linn to meet RHC requirements and same day appointments in Clay Center
 - June 2025 - Start the Riley Family Physicians 1,700 sq. ft. expansion project
 - June 2025 - Finish the CCFP Expansion project and move in
 - July 2025 - Start billing and collecting Associated Urologists professional fee & train on Cerner EMR
 - July 2025 - Start billing and collecting Inspire ENT professional fee & train on Cerner EMR
 - July 2025 - Start billing and collecting Orthopedic and Sports Medicine Center professional fee & train on Cerner EMR
 - July 2025 - Move same day medical provider(s) into the CCFP Suite
 - August 2025 - Welcome Krista Wiss to our mental health team at CCFP & train on Cerner EMR
 - August 2025 - First knee replacement performed at CCMC
 - August 2025 - Open Vaccine & Immunization Clinic
 - September 2025 - Krista Wiss to start satellite clinic at Clyde Family Physicians
 - October 2025 - Finalize and order all FF&E for the Riley Family Physicians expansion project
 - December 2025 - Finish the Riley Family Physicians expansion project

b. Executive Session

Motion made by Richard Cott, seconded by Terri Parry, for the board to enter executive session for a period of 15 minutes with Austin Gillard from 8:52 p.m. to 9:07 p.m. in order to discuss negotiations with outside providers, which includes data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships, as permitted under K.S.A. 75-4319(5).

The meeting adjourned at 9:07 p.m.

Next Meeting: January 14, 2025 at 7:00 p.m.
 January 28, 2025 at 7:00 p.m.